



**Town of Arlington, Massachusetts**  
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## Minutes 05/14/2012

### Arlington Cultural Council

#### Minutes of Monday, May 14, 2012 Meeting

Robbins Library, 4th Floor Conference Room, Arlington, MA

Present: Karin Blum Eliza Burden, Wendy Glaas, Becky Holmes-Farley, Stephanie Marlin-Curiel, Scott Samenfeld and Sharon Shaloo

Absent: Margaret Barrett, Kurt Fusaris

The meeting was called to order at 7:35 pm.

ITEM 1 April 9, 2012 Minutes were reviewed and APPROVED unanimously.

#### ITEM 2 Requests for Payment

- Sharon reported that no Requests for Payment had been received this month.
- 2012-07 - Old Schwamb Mill - Ed Gordon sent a letter to Eliza acknowledging receipt of the award of a \$600 grant. As there was some concern that he might think this sufficed as a reimbursement request, Sharon said she would write to him, copying Scott, and attach the appropriate reimbursement forms.
- Eliza submitted duplicate requests for reimbursement to Sharon for Reception expenses she incurred. As Margaret was unable to attend the meeting, Eliza asked that Becky be certain to remind her to submit her expenses for reimbursement, as well.

#### ITEM 3 Report on Outstanding Grants

Scott arrived at 7:41 p.m.

- 2011-09 - Cyrus Dallin Art Museum and the Arlington Historical Society were granted \$700.00 for the creation of a pamphlet about Arlington and the Cultural Renaissance by June. Sharon reported that one of the principals was in Mexico for an extended time. Sharon will request a status update from the grantees and she will copy both Chairs with her communication.
- 2011-16 - Peirce School PTO - Author-in-Residence and Literary Festival, \$250. Sharon reported that they have been contacted, at least three times, and encouraged to make a reimbursement submission (for an event that happened in February 2011) and they have failed to do so. When last contacted, they were given a deadline of March 30th and we did not hear from them. A motion was made to rescind the monies and the motion was APPROVED unanimously. Sharon will inform them that the monies have now been rescinded.
- No Requests for Reimbursement have been made for 2012 yet and all but grant #2011-09 (above-described) have now been cleared.

#### ITEM 4 Grantee Reception

The Council spent some time talking about what worked and didn't work at the Reception. In general, it was felt the Reception was well received and well attended. The flow of the room with the large table in the center didn't work so well and we will ascertain whether some leaves might be able to be removed from the table next year. A suggestion was also made that we might consider setting up the food set up in the hallway. Becky thought the music of

Cantilena and ACC member Scott Samenfeld, provided a nice atmosphere for the event. Including wine was also thought to have been a nice idea.

There was disappointment expressed that so few people completed the Community Input Survey during the Reception and there was some discussion about whether we might want to preprint the nametags of official guests next year.

#### ITEM 5 Community Input Survey Results

Scott estimated that somewhat over 40 people had taken the survey so far. Nothing had stood out for him about the comments, thus far. Becky typed in the few responses we received at the Reception and Scott said that it was helpful to have comments entered in this way because it allows him to easily put the results into a spreadsheet.

Eliza asked that he try to have a spreadsheet ready for the July meeting, so that we can review the Community Input we have received.

Eliza suggested she might take some of the remaining surveys to a Town Meeting and it was agreed that having them available at the Arlington Alive! event on June 7th was important.

#### ITEM 6 Bylaws Review/Roles and Responsibilities

Becky retyped the Bylaws as we did not have an electronic version of them. In general, the Council did not feel the Bylaws were in need of any revision this year. Becky inquired about whether we had the Policies and Procedures that are referenced in Article VIII and Sharon opined that such policies are included in our Roles and Responsibilities document and the Arlington Cultural Council Annual Calendar as these are easier to revise and amend than the Bylaws. Becky was asked to re-date and reprint the Bylaws so that it is evident that the Council reviewed them this year.

#### ITEM 7 Town Day Planning

Town Day is scheduled to take place on September 15th. The deadline for reserving a table is July 1st, but Sharon agreed to fill out the paperwork and reserve our space. She reminded us that, since we are a town committee, we should remember to request that they "gray sheet" our request. There was some discussion regarding what our "activity" might be this year (whether it should be similar to the activity last year, which was well received, or whether we might come up with something else - possibly having kids add pictures of art they like, or would like to see in Arlington, to a map of Arlington. The Council decided to select a Town Day Coordinator at our next meeting.

#### ITEM 8 Arlington Alive! Planning

Stephanie has been spearheading this effort along with Scott and Wendy. Eliza also was present at one of the planning meetings.

- The Arlington Alive! event will take place on June 7th, 7 - 9:30 p.m. at ACA

- They have arranged to have a flyer drafted by Linda Shumaker.

- Five organizations are co-sponsoring the event - , the Arlington Cultural Council, the Arlington Center for the Arts, Arlington Public Art, the Arlington Tourism and Economic Development Committee and Sustainable Arlington

- The meeting will open with a panel discussion including confirmed participants: Adam Chapdelaine, Town Manager (who will talk about the importance of promoting the arts), a PowerPoint present will be given by John Budzyna, Executive Director of the ACA. The sponsoring organizations will be introduced along with a description of what they've done to create a vibrant arts community. Meri Jenkins, Program Manager in charge of Cultural Districts from the Massachusetts Cultural Council, and Jan Whitted from the Capitol Square District in East Arlington will each speak, as well. Breakout sessions will be led by members of the Chamber of Commerce, Sustainable Arlington, the Economic Tourism and Development Committee and, Vision 20/20. Arlington resident, Stacie Smith from the Consensus Building Institute in Cambridge has agreed to moderate the Town Meeting.

- Stephanie will prepare a press release for submission to The Advocate.

- Sharon, who is also a member of A-TED, reaffirmed that their organization would like to continue to collaborate

periodically as we seek designation as a cultural district. She was not appointed to A-TED as a representative of ACC, so her "cycling off" in July will not affect her A-TED appointment.

- Meeting was adjourned at 9.00 p.m.

Submitted by Rebecca Holmes-Farley, Recording Secretary

Reserved rooms for the following upcoming meetings:

Mon. June 11, Community Safety Building, 2nd Floor, 7:30 p.m.

Mon. July 9th, 4th Floor Conference Room, Robbins Lib. 7:30 p.m.

Mon. August 13th, 4th Floor Conference Room, Robbins Lib. 7:30 p.m.